

**BRIGHAM CITY CORPORATION
AIRPORT ADVISORY BOARD MINUTES
FOR *Wednesday, March 4, 2009***

Present: Byron Hansen, Chair
Dale Baron, Board Member
Gary Bywater, Board Member
Fred Kluss, Board Member
Bennie Kay, Mountain Air

City Staff: Reese Jensen, Council Member
Blake Fannesbeck, Public Works Director
Tyler Pugsley, Assistant Public Works Director

Excused: David Hess, Board Member
Benjamin Jones, Vice-Chair
Jolene Crockett, Administrative Secretary

Chairman Hansen said we are an informal group and know one another. He explained that Fred Baugh, after all these decades, has decided to retire permanently from the Board. He explained that he has been asked by the Mayor to be the Chairman of the Airport Advisory Board. Also, Ben Jones will be the Vice-Chair and a new member Fred Kluss has accepted an appointment to the Board. Chairman Baugh asked Mr. Kluss to introduce himself to the group before they formally began the meeting.

Mr. Kluss said he has been involved in aviation a long time. His father was a pilot in WWII. He became involved in becoming a pilot in the late 1960's. Finished his B.S. degree at San Jose State University and also took hi ground school there. After that he received his private pilot license. He said he has been working with the Civil Air Patrol in Brigham City with the cadet squadron that was here for about two years.

Chairman Hansen said they were happy to have him on the Board. He explained they were very informal and all thoughts and comments were welcome. He asked the group to introduce themselves to Mr. Kluss.

Approval of Minutes

A motion to approve the minutes of November 5, 2008 was made by Gary Hansen second by Dale Baron, motion passed unanimously.

FAA Grant – Blake Fannesbeck

Chairman Hansen stated over the last 20 years our main project as an Advisory Board has been the FAA grants we received and the modernizing of the airport. Fred Baugh was instrumental in getting this done and our main emphasis has been on this. He said we are nearing the conclusion of our original government grant.

Director Fennesbeck showed the plans for the north apron expansion which is AIP-19. He explained we received word in January that we were going to be awarded this FAA Grant for about \$986,000.00. We also received a \$25,000 match from the State and the City. The entire grant is well over \$1,000,000.00. Chairman Hansen asked if that was how much we were thinking we would receive or were we hoping for more? Director Fennesbeck said we were looking for \$1,050,000.00.

Director Fennesbeck said this shows us how much the FAA is concerned about our airport. They recognized they had taken out a lot of our ramp space. They only awarded 4 projects out of their funds for the whole Denver/Seattle Region. He said they appreciate how we get the project done in a timely manner.

Director Fennesbeck said we are trying to get the most asphalt we can for the dollar and be able to get larger airplanes parking as well as still provide for some tie downs. He explained on the map where they had originally looked for some tie downs and said there just was not enough spacing there. He showed the group where the utilities were gathered and it was a better use to push the hangars and have them in those areas utilizing the utilities that are closer by.

Chairman Hansen asked how many tie downs we would be getting or did he know. Director Fennesbeck replied we would be getting seven more tie downs. He said we had originally looked at 15 but there was not enough funding. Director Fennesbeck said they are requiring more space between the tie downs then they have in the past. Chairman Hansen said the tie downs, all along in front of the city hangar, will they become permanent? Director Fennesbeck said they will stay there permanently. Director Fennesbeck pointed out on the map how the tie down areas will function. He also explained it is about 2.5 acres of asphalt.

Director Fennesbeck stated we are also going to take care of the drainage issues we have. Eventually, there will be a double wide taxi way with feeders so we can get to the various hangars. A discussion followed regarding the layout of the tie downs & hangars.

Director Fennesbeck stated one other project they will take care of is the slight drop off (Director Fennesbeck indicated the area on the map).

Mr. Baron asked how much area the FAA requires for taxiways. Director Fennesbeck said they require a minimum of 75 feet. However, it depends on what type of aircraft. If it is smaller the space is smaller.

Chairman Hansen pointed out an area where he felt if we get FAA money or find money of our own, we could asphalt (Chairman Hansen pointed out the area on the map) so it wouldn't be such a bottle neck. Director Fennesbeck said it is mostly grading and bringing material in and we are looking at this. Chairman Hansen said and then the next phase is you put hangars in the area where they could access the taxiway. Chairman Hansen said these are key areas. He stated are you telling me we are hopefully going to find money somewhere from the city to handle it. He said once we are done with this

project with the FAA can we continue to apply for funding. Director Fannesbeck said in the stimulus package we requested another 1.5 million for taxiway. He said certainly the FAA understands we need areas to grow. He explained we get \$150,000 a year from the FAA for new construction. Chairman Hansen said this is automatic? Director Fannesbeck said yes. Councilmember Jensen asked if this could be accumulated. Director Fannesbeck said yes. Chairman Hansen said that might be something we would think about as an Advisory Board as to where our priorities are. Director Fannesbeck said you can accumulate up to four years. The key right now is that we severely needed ramp space. He explained the more you chop it up the less we get and the less we are able to expand out. He said we have had, even in this economy, individuals who want to put up larger hangars. This fits in with that.

Chairman Hansen asked how soon we were going out for bid on this. Director Fannesbeck said we are still in the grant process, probably in June. It will start mid-to late June and then be completed by October 1st, but that is semi-optimistic. Chairman Hansen said once they decide to come on site they are going to grade and compact it and put the blacktop down in two weeks. Director Fannesbeck said yes, but it is under FAA specifications and guidelines. There will be a lot of testing, etc. That is why we say we could do some of the smaller areas in house.

Councilmember Jensen said will the apron area be able to handle the loads? Director Fannesbeck said yes. Councilmember Jensen asked when the funds would be available. Director Fannesbeck said the funds will be available this year which is as soon as they release the grant monies. He is anticipating around June 1st. Director Fannesbeck said their fiscal year starts in October.

Councilmember Jensen asked what the future plans are for the pilot lounge. Where will they put that eventually? Director Fannesbeck said it will stay where it is. Chairman Hansen asked if when all of this was done were we looking at a larger sign to make this readily apparent. Director Fannesbeck said we haven't done this because we have not had the money. He said we will do this as we have the funds available.

Director Fannesbeck stated this is a good project for the airport. We have had problems trying to fit planes into such a small space during duck season. Chairman Hansen said it is a real eye opener to the community when they go down there and see the traffic on the airport during the duck hunt, etc.

Mr. Bywater asked how many airplanes are on the airport today. Director Fannesbeck said at last count it was 88. Director Fannesbeck said it is good for us because smaller airports are around 40-50.

Director Fannesbeck said he is going to the UAOA meeting in St. George and he has a meeting specifically with the representative of the FAA Denver Office as well as the Utah Division of Aeronautics representative to discuss our airport and future plans/needs. He said he would be talking to them about connecting some of the taxiways and creating spaces to expand. He said he does get a lot of requests of people wanting to build

hangars but when they learn they have to pay for more than 12' of asphalt then they decide not to. Chairman Hansen said it would make it much more conducive for them financially. Director Fannesbeck said he would like us to have some locations where we have a strip for 40x40 and another strip for 50x50 and so on.

Chairman Hansen said he felt this was a discussion that we should have in the future with Board recommendations or having the architect make recommendations. Then we have an idea and we are going in a line so when a person comes to apply it isn't where you want to go, but rather here are the next six sites that are available for your size hangar. Director Fannesbeck agreed. Chairman Hansen said this would be conducive for an individual who makes an application then thinks they are not being treated fairly. Rather we have a preset plan and here is where you go, because you are the next in line.

Director Fannesbeck said we will do some of this with the master plan. He said we are going to be required to use our next \$150,000 for a master plan and there will be input from the Board. He explained we will bring in a consultant. Chairman Hansen asked how far out we are on a master plan, a year? Director Fannesbeck said a year.

Director Fannesbeck said master plans are generally around \$130,000 to \$150,000. He said the FAA will require us to do a new master plan after we are done with this apron project. Chairman Hansen said basically when we are done with this they are saying "where are you going for the next 10 years". Director Fannesbeck said this is where we will generate our next list of projects.

Director Fannesbeck said you may have noticed that it still lists us as 7500' of runway. The problem is they will not change this until it has gone through a survey process with a certified aeronautical surveyor. Chairman Hansen asked if this is something the FAA does? Director Fannesbeck stated no. Generally, we would do this. He said it is around \$60,000. We have been working with and are looking at getting the FAA to pay for this. He explained the FAA had a few small projects that didn't materialize fully or use all of their funds and we may get them to pay for it. This is a rarity, but he is working with them to do this. Chairman Hansen said the FAA will not change the maps until the survey is done? Director Fannesbeck said yes. Chairman Hansen said it has to be a critical part; this is not an option, but something we have to do.

Director Fannesbeck said he would be at the FAA Conference in Seattle and he will meet with John Bower and Craig Sparks of the Denver Office. He said we are keeping the airport in their minds.

Chairman Hansen said we identified where the public parking area was going to be and gravel was hauled in. He asked if this was adequate or do we need to add more? Director Fannesbeck said eventually it would be great to have this paved but it won't happen for some time. Chairman Hansen asked if there was enough gravel with the mud that people dare to even pull in there. And, is there a sign that identifies this is a place for public parking? Director Fannesbeck said not yet. Chairman Hansen stated that's probably something we want to do, isn't it? Director Fannesbeck said yes. He said we

were able to put some of our millings there from one of our projects and we will continue to do this. He explained the millings will continue to pack down overtime. Chairman Hansen asked if this is the same product that Brigham Implement has. Director Fannesbeck said no. He said that is slag from Nucor. He said it is something we need to work on as well as a drainage issue we are having.

Director Fannesbeck said we are continuing to have problems with the gates not shutting. He said they are opening and then not shutting. He said the south end gate is probably the timer. He said he talked before at a Board meeting that we were going to put the south end on closed opening only with codes as it is a low visibility gate. He explained we took the low bid when we had the gates moved and ever since then we have had problems. He said he has brought in another company who thought they could solve it. When they leave it works great for about a week and then it starts again. He said we have paid about \$300 in repair bills to have them come and can't quite get them to work.

Larry Pierce Hangar

Chairman Hansen invited Mr. Pierce up to the table. Director Fannesbeck said there have been a few changes from his original application. He pointed out where originally the hangar was to be placed and then pointed out the new location. Director Fannesbeck said Mr. Pierce is looking at a 100x125 deep rather than 100x100. Mr. Pierce stated 100x120. Chairman Hansen said he wasn't in attendance at that meeting, but he thought his hangar had been approved. Chairman Hansen continued and said we have approved everything about it just a matter of where it is going. He went on to point out where Mr. Pierce's desire was to have the hangar placed, which is on the master plan for where larger hangars would go, which would have him just north of Mountain Air and the Pilot's Lounge, basically.

Mr. Pierce said for this meeting it really doesn't matter but he asked about footage. Director Fannesbeck said he thought 30'. He explained there has to be enough room to run the water line and eventually if we build we would have to relocate the sewer line. Mr. Pierce said you are putting in the water line before you lay the asphalt, correct? Director Fannesbeck said yes and pointed out where that would be. He also pointed out where the sewer and where the electrical department would bring 3 phase power. Mr. Pierce said they were falling back to single phase. Director Fannesbeck reconfirmed they wanted single phase. Mr. Pierce said yes. Director Fannesbeck pointed out where they could bring the single phase. He said we need to let Director Wright know. Mr. Pierce said he did talk with Director Wright possibly Director Fannesbeck hasn't spoken with Director Wright since their discussion. Chairman Hansen asked how soon Mr. Pierce would be ready to build. Director Fannesbeck said as soon as weather permits. Director Fannesbeck said he would get the engineers to stake out the elevations and the corners. He requested Mr. Pierce turn in his plans to the building inspector.

Chairman Hansen asked if there were any questions or comments. Director Fannesbeck asked for a motion on the changes.

A motion was made by Gary Bywater that we approve the change from the original location to the new location north of the City pilot's lounge with the dimension of 100x120, second by Dale Baron, motion passed unanimously.

Chairman Hansen stated we are always excited to see things of this nature come to the airport. It will be a great addition and an asset.

City Hangar

Director Fannesbeck stated we signed a six month lease with another six month option to extend. The individual has not submitted formally an extension and the date has passed so he will now be a month to month. He said we are still working with them on the requirements needed to paint the larger airplanes. They still need a curtain as well as some other requirements. He continues to pay his rent. He stated he has the curtain and it should be there next week. Chairman Hansen said we are only an advisory board and as this is city property they can do what they want. His only comment, and this applies to Councilmember Jensen, we need to make sure that with the curtain and the painting that there is not damage being done to the city property. He said he has dealt with body shops and he knows how body shops work.

Director Fannesbeck stated it is a bit different from a body shop. He said he looked at his operation. He is very detailed. He said he paints the large plane with small equipment. Chairman Hansen said it is the City's asset and as so he assumes Director Fannesbeck is watching out for it.

Councilmember Jensen said when the Council made the decision to lease this in the first place we looked at this very carefully, we were very sensitive to this. Director Fannesbeck said there are heavy stipulations in the lease if there is damage that he will be required to cover. The plan was that he would get his large contracts and buy the hangar. But, as he said, he is now on month to month. Chairman Hansen said he sounds like a typical businessman in America right now. Mr. Bywater asked if he had given any indication that he might pull out. Director Fannesbeck said no. He said he talked to him a couple of weeks ago. He said he ordered the curtains and they took longer to get here. He explained he is geared towards paying on a cash basis as he is going. He said his financing is just not there right now. Director Fannesbeck said he is paying his rent which is revenue to the airport. Other than that he has no other information.

Chairman Hansen asked if the revenue goes to the airport or does it go to the general fund. Director Fannesbeck said it goes to the airport funds. Chairman Hansen said so whatever is paid out there goes to the airport. Director Fannesbeck said they could take it if they wanted to, but the intent is to leave it out there.

Director Fannesbeck said there are some signs on the airport which are not functioning. There is a circuit board problem and we are fighting with Krouse-Hinds to get them replaced. He said we have sent a letter to Krouse-Hinds, head of operations with cc's to the head people at the FAA and we suddenly received a response from them. He believes we will be able to get some things worked on soon.

Chairman Hansen said he had a question. He said Fred Baugh sent him information that Logan City is tearing down the sport complex towers that were built by the airport. So they are writing a city ordinance to make sure they never have that type of conflict again. He said he thought there were already FAA ordinances that pretty well protected their airports. Director Fannesbeck said there are in the closer proximities but not further out. He said the FAA has 7460 forms which have to be submitted if you are going to build anything. Chairman Hansen said only if you go above a certain height. Director Fannesbeck said anything. They approve everything that is in the low area but they have to have a 7460 form, even for a sign. He said they are not hard to get, you just have to go through that.

Director Fannesbeck continued to explain that our past City Planner, Mark Teuscher, worked with the local cities and county to pass an ordinance to protect air space. Chairman Hansen said he was thinking we had already accomplished this. He said so Logan was caught off guard and they are catching up. Director Fannesbeck said yes when FAA was not regulating these things as much they were caught off guard. He said we are in good shape with our air space and we have had towers denied before that wanted to go in that zone.

Mr. Bywater said he heard there have been cars on the airport which have been out there late at night without permission. He asked if we could manually close the gate. Director Fannesbeck said if you manually close it then you will have to manually open it up. He said it is hooked up to a mechanism on an automatic gate. He said he does a lot of his inspections around 10pm and he has rarely seen anyone out there. He said we do watch for that and have told our police to keep an eye on it as well. Chairman Hansen stated the police patrol out there a couple of times a night. Director Fannesbeck said yes. Mr. Bywater said he thinks we need to prioritize. Chairman Hansen said bottom line is we need to find someone to fix the fix. Director Fannesbeck stated he understands what he needs to do and he is working on it.

Mr. Bywater said we come into the airport and the first gate is #2, the second gate is #1 and when we expand the airport will that gate be #3. Director Fannesbeck said he doesn't know if we will have a third gate for quite some time, but we could eventually. Mr. Bywater said on the plan it shows it and my question is why didn't we have the first gate as #1 and go in order. Director Fannesbeck said because he assigned the primary gate as #1. He said he didn't want people getting confused by naming the primary gate #2. He said it is a matter of changing the signs around if we really need to.

Director Fannesbeck said we are going to go through the airport and renumber the hangars. And, if the Board really feels we need to change the gate numbers at that time we can undo the screws and move the signs around. Mr. Bywater said it would be good to keep the numbers consecutive. He said people get use to gate #1 and all the sudden it has been changed. Director Fannesbeck said, again he numbered it in the sense that this was the main gate but we can certainly change it.

Mr. Kluss said this week he read a press release having to do with Honda Jet. He said he asked Ms. Crockett to send it around to some of the people in the City and wondered if anyone had received it. Director Fannesbeck said most likely it did not as Ms. Crockett was on vacation. Mr. Kluss said essentially what the release said is that Honda is going full steam and they are not in a recession right now. They are developing their business out in North Carolina, but they are building a regional service/sales/maintenance facility at SLC International Airport. He is hoping that everyone on the Advisory Board who has contacts outside of Brigham City will tell them about us and what we have up here. There is a really good possibility we could get some business of something they use. Even if they just want to fly their planes up here.

Meeting adjourned.